



South Dakota Department of Public Safety

OFFICE OF FIRE MARSHAL

118 W. Capitol Ave
Pierre, SD 57501-2017

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Email Address: Fireinfo@state.sd.us

Internet Address: <http://www.state.sd.us/dps/fire/>

Dear Fire Chief,

Enclosed please find the 2013 fire department certification form. If you are not the current chief please give to the current chief, the deadline to have the completed certification form in our office is May 31, 2013. **If the completed certification form isn't received by the Fire Marshal's office by May 31, 2013 your fire department will not be eligible for a portion of the fire insurance premium tax. No exceptions will be granted.**

To be eligible for this distribution, the following statutory requirements must be met:

SDCL §10-44-9.2. Fire departments eligible for tax distribution certified annually by department. Any fire department which was formed at least one year prior to making application, which has not less than fifteen members and one fire truck with pumper housed in a heated building, and which has complied with § 34-29B-9 shall be certified annually on or before the last day of May by the Department of Public Safety for distribution of the fire insurance premium tax.

SDCL § 34-29B-9. Written report to fire marshal. Every fire shall be reported in writing to the state fire marshal by the fire department officer in whose jurisdiction such a fire has occurred within thirty days of the occurrence. The report shall be in a form prescribed by the state fire marshal and shall contain a statement of all facts relating to the cause, origin, and circumstances of the fire, the extent of the damage, the insurance upon such property and any other information as may be required, including the injury, death, or rescue of persons.

On the reverse side of the certification form you will find a blank roster. Please list all current firefighters and return the roster with the certification form. This year we are asking you to please include the age of each firefighter on the roster. This information is being gathered to help us better understand fire department demographics and trends in South Dakota.

Thank you,

Glenda Marks
Fire Marshal's Office
118 W Capitol
Pierre SD 57501